

UPHOLSTERER

Class Definition

Under general supervision, performs upholstery work in making repairs on a variety of seats, cushions, draperies and other interiors.

Distinguishing Characteristics

Upholsterer is the working level class responsible for seat and interior upholstery. This class is distinguished from Maintenance and Service Worker in that incumbents of the latter may perform a wide variety of entry level maintenance work.

Typical Tasks

(An incumbent may not be assigned all the duties listed, nor do the examples cover all the duties which may be assigned.)

Performs repair work on flouncing, curtains and draperies.

Sews various seat cover patterns and sizes in order to recover seats in a variety of style configurations; stockpiles completed seat covers in repair inventory.

Recovers seats, including building-up and reshaping the foam bodies; installs new seat covers and fastens them into place.

Makes minor repairs on seats; patches and stitches small cuts and tears in seat material; removes, repairs, and re-installs seats and cushions.

Measures and cuts seat cover materials to patterns; prepares materials for sewing.

Organizes supplies, tools, and equipment used in upholstery work; cleans and maintains tools, equipment, and shop working areas.

May assist in a variety of repairs to seats, chairs, and related. equipment.

Performs related duties as required.

Knowledge, Skills and Abilities

Knowledge of the procedures and practices used in the upholstery trade.

Knowledge of the safety requirements involved in upholstery work.

Knowledge of the various types and style configuration of seats, chairs, and related equipment.

Knowledge of seat repair and maintenance techniques.

Ability to prepare materials from patterns; ability to operate sewing machines while making repairs or preparing stock materials for seat covers.

Ability to safely use the various tools and equipment of the trade.

Ability to read and write English at a level sufficient to perform the job duties of the class.

Minimum Qualifications

One year of experience in furniture or upholstery repair work.

Necessary Special Requirement

Possession of a valid California Drivers' License at time of appointment.

APPROVED: _____
Director of Personnel

DATE: _____

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+294/SPEC5